

# PROJECT EVALUATION & FINANCIAL REPORT

## Nebraska Touring Program/Exhibits Nebraska

**This report is due 30 days after the end date listed on line 6 of your application.**

This Project Evaluation & Financial Report (PEFR) is required of every grantee. It should tell us how the performance or exhibition went, and document how your NAC grant was spent.

Failure to submit this report will jeopardize future applications.

- Type your answers.
- Attach samples such as programs, newspaper clippings, etc.
- Send the NAC the copy with original signatures, and make one copy for your files.
- Call the NAC immediately if you have questions or concerns: 1-800-341-4067; 595-2122 (Omaha area).

### FOR NAC USE ONLY

ID# \_\_\_\_\_

Amount: \_\_\_\_\_

Staff \_\_\_\_\_

Accting Dept \_\_\_\_\_

Date: \_\_\_\_\_

BSG \_\_\_\_\_

SAA \_\_\_\_\_

NEA \_\_\_\_\_

OTH \_\_\_\_\_

### 1. Organization's Legal Name:

### 2. Address:

City/State/Zip:

### 3. Name of touring artist/organization:

### 4. Were additional communities served? ☐ Yes ☐ No

### 5. Project start date:

### Project end date:

Personnel Summary for this project	Number	Attendance Summary	Performance	Workshop
6. Full time employees		9. Adults		
7. Part time employees		10. Children & youth		
8. Volunteers		11. Artists participating in the project		
* or other corresponding event		12. Teachers		
TOTAL:				

## STATISTICS - The following information is for statistical purposes only.

### 13. Arts Education (check the appropriate statement)

- ☐ 50% or more of this project's activities are arts education directed to:
- ☐ K-12 students ☐ Pre-kindergarten ☐ Higher education students ☐ Adult learners
- ☐ Less than 50% of this project's activities are arts education directed to:
- ☐ K-12 students ☐ Pre-kindergarten ☐ Higher education students ☐ Adult learners
- ☐ None of this project involves arts education

### 14. Organizational Characteristics (check only one)

Select the category that represents at least 50% of the staff or board membership

- ☐ American Indian/Alaska Native ☐ Black, not Hispanic ☐ Asian/Pacific Islander ☐ Hispanic
- ☐ General - at least half of the staff or board or membership is not one of the above

### 15. Cultural Emphasis of the Project (check only one)

Select the category that indicates which culture or traditions were clearly emphasized

- ☐ American Indian/Alaska Native ☐ Black, not Hispanic ☐ Asian/Pacific Islander ☐ Hispanic
- ☐ General -- the project did not emphasize any one ethnicity.

### 16. Participant profile *Check all that apply*

- ☐ American Indian/Alaska Native ☐ Black, not Hispanic ☐ Asian/Pacific Islander ☐ Hispanic ☐ White, not Hispanic

### 17. Artist profile *Check all that apply*

- ☐ American Indian/Alaska Native ☐ Black, not Hispanic ☐ Asian/Pacific Islander ☐ Hispanic ☐ White, not Hispanic

**18. Project Type (check which description is most appropriate for your project)**

- ☐ Presenting/sponsoring event.  
*This grant supported the production of exhibitions, performances, readings, screenings, etc. that were created elsewhere and then offered to an audience or participants as part of your project.*
- ☐ Touring.  
*This project supported the movement of artworks and/or artists for performances, readings, screening, etc. to benefit audiences in different geographic areas.*
- ☐ None of this project involved presenting or touring.

**19.** Refer to your original budget and note the following:

NAC Grant	Sponsor Cost	Total cost of event

**22.** The money awarded for your project is possible thanks to an allocation from the State of Nebraska and/or the National Endowment for the Arts. Twice each year, the NAC compiles a report for members of the Nebraska Unicameral which lists grants awarded in each legislative district. This report summarizes successful projects which demonstrate the impact of the arts in our communities, schools and organizations. If you would like to provide a brief statement which describes the impact this grant had for your organization or community, please do so in the space below.

**23.** Can we quote you? ☐ yes ☐ no Thanks!

**COMPLETE THE ARTISTIC EVALUATION, THEN READ AND SIGN:**

I do hereby certify that the figures submitted to the best of my knowledge, are true and accurate. I also certify that his program was in compliance with all guidelines and restrictions imposed by the Nebraska Arts Council, a state agency, and the National Endowment for the Arts, a federal agency. The project complied with Title VI of the 1964 Civil Rights Act; the Drug Free Workplace Act of 1988, Title IX of the Education Amendments of 1972 (if applicable) and Section 504 of the Rehabilitation Act of 1973. All information submitted in this application and the subsequent filing of the Performance Evaluation and Final Report are available for public inspection.

\_\_\_\_\_  
Signature of person completing this form

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State & Zip

\_\_\_\_\_  
Daytime phone (include area code)

\_\_\_\_\_  
Evening phone (include area code)

Organization: \_\_\_\_\_

NAC Application ID # \_\_\_\_\_ (if known)

Artist/Ensemble/Exhibit: \_\_\_\_\_

PROJECT EVALUATION & FINAL REPORT

# ARTISTIC EVALUATION

## For Nebraska Touring Program/Exhibits Nebraska

Within 30 days of each performance or exhibit closing, please complete a form for each artist/ensemble/exhibit funded through your touring grant. Be sure to fill in the information in the upper right corner. A copy of this evaluation will be sent to the artist as feedback.

Rate each of the following items:

	excellent	good	fair	poor	N/A
1. Artistic Quality					
2. Audience Response					
3. Artist's clarity and frequency of communication before the event					
4. Quality of marketing materials.					
5. Timely arrival of marketing materials.					
6. Artist's ability & willingness to adapt to space and technical limitations					
7. Quality of educational activities, if applicable.					

Please describe any particular artistic strengths or weaknesses and include any other comments you wish to convey to the artist. Please type your comments and use only the space below.